

*****This is only a preview of the examination questions. To take the actual examination, go back to the official bulletin, and click the examination link at the bottom.*****

Training and Experience Evaluation

Supervising Transportation Planner

High Speed Rail Authority

The California civil service selection system is merit-based and eligibility for appointment is established through a formal examination process. This examination consists of a Training and Experience evaluation used to evaluate your training and experience relevant to the position.

This Training and Experience evaluation is a scored component accounting for 100% of your rating in the examination process. It is important to complete the questionnaire carefully and accurately. Your responses are subject to verification before appointment to a position.

VERY IMPORTANT: PLEASE READ THIS ENTIRE SECTION CAREFULLY.

Before a hiring decision will be made, your responses will be verified. A hiring manager or personnel staff member will contact the references you have provided to confirm job dates, experiences, duties, achievements, and/or possession of knowledge, skills, and abilities. Failure to provide adequate references AND contact information may significantly limit our ability to make a job offer.

If it is determined at any time that you have made any false or inaccurate representations in any of the information you have provided, you may be disqualified from this process, suffer loss of State employment, and/or suffer loss of right to compete in any future State of California hiring processes. You are solely responsible for the accuracy of the responses provided.

This warning has been provided to protect your rights as a job candidate as well as the rights of the State of California.

Suggested Resources To Have Available When Beginning The Training And Experience Evaluation:

EMPLOYMENT HISTORY	EDUCATION	TRAINING
Job Titles	School Name and Address	Class Titles
Organization Names and Addresses	Degree(s) Earned	Certifications Received
Dates Worked (From: To: Dates)	Date(s) Attended (From: To: Dates)	Name of Someone Who can Verify Your Training
Name of Supervisors or Persons Who Can Verify Your Job Responsibilities	Courses Taken (Transcript)	
Phone Numbers of Persons Listed Above	Person or Office Who Can Verify Education	Phone Numbers of Persons Listed Above
	Phone Numbers of Persons Listed Above	

Applicants have the opportunity to use the back and forward buttons to navigate through the Training and Experience Evaluation.

Number of Questions: 1 – 9

To answer all the test items in this exam, you will be required to either choose from among the provided answers, or to enter (type in) specific information about your experience, your education, and your formal training. Educational and work references will also be requested.

Be prepared to give specific information about the length and breadth of your work experience. Also, be prepared to provide specific information about where you received your education and training. Providing the type of education and/or formal training courses will also be necessary to complete this online examination.

Instructions:

Rate your experience performing specific job-related tasks.

Respond to each of the following statements by indicating how the statement applies to you. You are required to respond to every question and provide relevant examples. Also, indicate the references who can verify the information provided.

In responding to each statement, you may refer to your WORK EXPERIENCE, whether paid or volunteer, your EDUCATION, and/or FORMAL TRAINING COURSES you have completed.

PLEASE NOTE: This examination is designed to gain an overall assessment of your education, training, and experience as it directly relates to the duties and the knowledge, skills and abilities required for this position. Possession of specific education is not required to be successful in this examination; however, such achievements may substitute for desirable levels of experience. All components of this examination have been carefully validated by tying them directly to job requirements and documenting their relevance to the position.

1. Determining work priorities (e.g., scope of assignments, establishing deadlines) and delegating workload to staff to ensure organizational needs are met.
2. Identifying priorities and making recommendations on strategic passenger rail investments based upon State, regional, or local transportation plans.
3. Providing technical expertise on issues regarding passenger rail to stakeholders (e.g., departments, outside agencies, public, media, operators).
4. Providing coaching and/or training opportunities to staff on job related tasks to improve job performance and productivity.
5. Working with stakeholders on planning matters (e.g., stations and station area development, system development, network integration, connectivity, business planning) to engage and manage passenger rail plans and activities.
6. Analyzing transportation related plans, projects, and programs developed by others and making recommendations to ensure consistency with organizational plans and objectives.
7. Preparing technical documents (e.g., policy documents, research studies, briefing memos) to convey information and provide recommendations to management or other stakeholders.
8. Working with multiple disciplines (e.g., engineering, environmental, communications, operations) to coalesce around strategies and advance decisions for the organization.
9. Managing aspects of project delivery for a program or organization.